



Krishna Kanta Handiqui State Open University  
Patgaon, Rani Gate, Guwahati-781017  
Advertisement No: KKHSOU/Advt./2024/01  
File No: KKHSOU/Stny/11/2007/637

### **Notice inviting Tender**

Krishna Kanta Handiqui State Open University, Guwahati invites sealed quotations from registered Dealers/Suppliers for supply of the following. They may quote their best rate (inclusive all taxes) in the specified format given below. The quotation superscribe with "Stationery Items" and addressed to "The Registrar, KKHSOU, Resham Nagar, Khanapara, Guwahati – 781022" should reach the University office on or before 27.03.2024. The date and place of the opening of tenders will be declared later on.

Date: 13.03.2024

Sd/-  
Registrar

.....

To  
The Registrar  
Krishna Kanta Handiqui State Open University, Resham Nagar, Khanapara, Guwahati – 22

Sub: Rates for supply of Box Envelope.

Sir,

With reference to above, I would like to offer my best rate for the following items -

Sl. No.	Item	Description	Qty/Size	Rate to be Offered (Inclusive all taxes)
1.	Marks Foil (A4 Size)	Good Quality	100000	
2.	Envelop 11" X 5" (Dr. Bhabaranjan Sarmah Controller of Examination) Confidential	"	1000	
3.	Envelop 11" X 5" (Controller of Examination) Confidential	"	5000	
4.	Expulsion Report (Form No – 11)	"	5000	
5.	Top Sheet Form No 13	"	10000	

Signature:  
Name of the vendor:  
Address:  
Contact No:  
E-mail:

#### **Terms and Conditions :-**

1. Please mention the enquiry no. & date on the top of the envelope.
2. Please submit copy of your Income Tax Number and copies of PAN with your offer.
3. Copy of firm registration certificate/license of manufacturer/dealership certificate.
4. GST registration certificate
5. Income tax return document
6. Cancellation of Tender – Not withstanding anything specified in this tender document, Purchaser/Institute in his sole discretion, unconditionally and without assigning any reasons, reserves the rights :
  - a) To accept OR reject lowest tender or any other tender or all the tenders
  - b) To accept any tender in full or in part
  - c) To reject the tender offer not confirming to the tenders terms
  - d) To give purchase preference to Public Sector Undertakings whenever applicable as per Govt. Policy/Guidelines.
7. Sample of Envelop should be submitted along with tender documents. If sample is not found suitable, tender should be rejected.